

CENTRAL INTELLIGENCE AGENCY
WASHINGTON, D.C. 20505

16 May 1983

Mr. Michael Botwinik
Corcoran Gallery of Art
17th St. and New York Avenue, N.W.
Washington, D.C. 20006

Dear Michael,

When we parted two weeks ago following our luncheon meeting here at CIA, you asked me to provide a floor plan and wall elevations for our Exhibit Hall. The drawings which are attached will, I trust, provide all the details you and your staff will need to evaluate the adaptability of the hall to exhibits drawn from your collections. You will notice that I have had a typical layout of our adjustable "Expo-system" panels sketched in on the floor plan, and I am enclosing a page which gives the dimensions of the panels and the numbers of units in our possession. The numbers and dimensions of our display cases are also given.

We on the Fine Arts Commission are enthusiastic about your concept of creating flexible, easily portable shows of items drawn from the Corcoran's extensive collections and making them available for display in various Federal buildings. Such a program would materially enhance the quality and scope of our program to make various kinds of art accessible to our employees, and we would welcome the opportunity to work with you to make the concept a reality.

We all enjoyed your visit and it was a personal pleasure for me to be able to show you our handsome building and our plans for its extension. Your suggestions regarding lighting were very helpful and are being worked on. Within the limitations imposed by our rather small Fine Arts budget, it will be our goal to equip the Exhibit Hall so that it may be a suitable setting for the future display of art from the Corcoran.

Please let me know if you need any information beyond that included in the attachments.

Sincerely,

[Redacted Signature]

Chairman, Fine Arts Commission

Attachment: as stated

Distribution:

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EXPO-SYSTEM

Panel sections 6'H x 3'W.....9 each

Panel sections 6'H x 6'W.....12 each

Poles.....24 each

Normal placement indicated on plan. However, arrangements are almost limitless. (*Note: When attached to the poles the panels stand about ^{14"}~~28"~~ above the floor.*)

SHO-TEL CASES

Tall cases 34"H x 58½"L x 16¼"W.....3 each

Low cases 16½"H x 58½"L x 16¼"W.....3 each